

# PROGRAM ENHANCEMENT WORKPLAN

Action Step	Responsibility	Completion Date	Comments
Establish process for communication with each entity	Council	July, 2015	
Establish meeting dates with each entity	Council & Entity	July, 2015	Focus will be on self-evaluation of current process, areas for potential improvement and impact of potential changes to process as proposed in findings.
Review check list items with each entity	Council & Entity	August, 2015	Documented results will be helpful in the decision process in Phase 2 of the project.
Develop annual goals for discussion & approval	Entity	September, 2015	The first set of Annual goals will be for a 15 month period beginning in the 4th quarter of 2015.
Develop a recommended core training program for entity members.	Linda Williams	September, 2015	Will need input/assistance from others